

February 17, 2014

Board Member Larry Jirsak called the meeting to order at 3:35 p.m. in the library board room with the following members present: Larry Jirsak, Cindy Slykhuis and Jan Therien. Also present was Director Janet Davenport. Members absent Connie Schmeichel and Jenice Wolfe.

The meeting was preceded by publicized notice in the Fremont Tribune and Radio KHUB and the agenda displayed in the municipal building, the Keene Memorial Library, online at www.fremontne.gov/library and distributed and emailed to the Library Board members on February 14, 2014 and is open to the public. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

Board Member Therien moved to approve the minutes of the regular meeting on December 16, 2013 and January 20, 2014. Board Member Slykhuis seconded the motion. Carried.

Unfinished Business – Board Member Recruitment: Board Member Therien brought up from the floor the question of progress in identifying future potential board member candidates. The desire for diversity on the board, and representation from the Latino community was noted.

New Business – Marketing Possibility: Geek the Library: Director Davenport introduced the “Geek the Library” marketing campaign developed by OCLC and the Gates Foundation to promote library awareness in the community. Participants in this project are provided with a variety of promotional materials, templates for preparing localized information and support from the national project team. Board members encouraged Director Davenport to go forward with this campaign at Keene Memorial Library

Annual Report-. Director Davenport presented the draft text of the Annual Report. Board Member Therien made several suggestions on formatting for the report to make it more readable for the City Council.

Policy Review: Bulletin Boards and Exhibits – the Board reviewed the Bulletin Board and Exhibits policies. It was determined there was no need to revise the existing policies.

Director’s Report

Director Davenport reported the following:

- The library’s next Prime Time Family Reading Time series will begin on March 27, 2014. It will feature 6 sessions, the final one on April 24. We are working with Washington school and the first two meetings will be there and then shift to the library in

hopes of attracting families not familiar with and comfortable with coming to the library. This will be a Thursday evening program starting at 6:00 PM.

- Director Davenport will attend the Public Library Association Conference in Indianapolis March 11 – 15, 2014. This annual conference occurs every two years and is focused the programs and issues specific to public libraries.
- William Kent Krueger, an award winning novelist from Minnesota, will be speaking at the library. This event is being sponsored by the Friends of the Library and organized by library staff.
- An intern will be starting at the library on February 24 as part of the Nebraska Library Commission's 21st Century Librarian grant. She will be assisting with program related duties as well as learning about the overall operation of the library. One project will be to complete a survey on library customer programming interests.
- The library is now asking the users of our meeting rooms to return them to a defined configuration when they complete their meetings. We are providing a small vacuum and cleaning supplies with the request they leave the room in the same condition they found it. This should make the facility more inviting for groups when there are several meetings on the same day. We also will be collecting statistics on the number of people attending meetings to better document the use of library facilities.
- Member Slykhuis asked if there were any volunteer public service projects her Kiwanis group could do over a lunch hour. The idea of stuffing Summer Reading Program bags was mentioned.

Following is the report of the Library Director for December 2013:

	December 2013	December 2012	Year to date 2013	Year to date 2012
No. of items issued:	9,795	9,367	32,053	32,345
Attendance:		8,428		28,522
Days Open:	29	30		
Av. Daily Circulation:	363	312		
Av. Daily Attendance:		281		
Reference Questions:	273	355	808	870
Web Visits	860		3,106	
On-line Learning Sessions	5		52	
Database Uses:	3,829	750	7,922	4,280
Internet/Computer Use:	2,213	2,404	7,087	6,929
Interlibrary Loans:	68	56	254	251
Borrowed	8	6	48	23
Lent	60	50	206	228
Meeting Held:	63	80	222	257
Items Added:	446			
Items Discarded:	985			
Vol. in Collection:	101,244			

Following is the report of the Library Director for January, 2014:

	January 2014	January 2013	Year to Date 2013-14	Year to Date 2012-13
No. of items issued:	11,121	22,922	43,174	55,267
Attendance:		9,837		38,359
Days Open:	30	30		
Av. Daily Circulation:	371	764		
Av. Daily Attendance:		328		
Reference Questions:	340	477	1,148	1,347
Web Visits	1,190		4,296	
On-line Learning Sessions	36		88	
Database Searches:	8,586	195	16,508	4,508
Internet/Computer Use*:	1,279	2,794	10,568	9,723
Interlibrary Loans:	109	117	363	368
Borrowed	20	13	68	36
Lent	89	104	295	332
Meeting Held:	67	93	289	350
Items Added:	413			
Items Discarded:	471			
Vol. in Collection:	101,186			

*Note: January 2014: Internet/Computer Use total is only for half of the month (17th-31st)

Friends of the Library's Report – Board Member Jirsak, reporting as Liaison to the Friends Board, indicated the Annual Meeting would be held on Sunday March 9. The annual Friends of the Library Book sale will be April 10-13.

Board Member Therien moved to adjourn and Board Member Slykhuis seconded, with no further business, meeting was adjourned at 4:46 p.m.

(Signed) by Janet Davenport, Library Director